

Date

ROUTING AND TRANSMITTAL SLIP

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|---|--|-----------|-------------|
| TO: (Name, office symbol, room number, building, Agency/Post) | | Initials | Date |
| 1. <i>ED/DDA</i> | | <i>ML</i> | 18 AUG 1981 |
| 2. <i>A/DDA - F41</i> | | <i>H</i> | 8-19 |
| 3. | | | |
| 4. <i>File pl.</i> | | | |
| 5. | | | |

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| Action | File | Note and Return |
| Approval | For Clearance | Per Conversation |
| As Requested | For Correction | Prepare Reply |
| Circulate | For Your Information | See Me |
| Comment | Investigate | Signature |
| Coordination | Justify | |

REMARKS

1-2: Bill: Nothing to get "spicited" about - Paul is trying to get the rest of the responses to his initial memo. In the weeks ahead he and I will pull together info on existing records, procedures which already meet the requirements listed in Section 3506.

Jh

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

ED

Phone No.

STAT
Approved For Release 2003/12/19 : CIA-RDP84B00890R000300010010-5

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OGC 81-07006

17 August 1981

DD/A REGISTRY

FILE: *Legal*

MEMORANDUM FOR: Special Support Assistant, DDA
Director, Office of Information Services, DDA
Information Handling Systems Architect, DDA
Chief, Information Management Staff, DDO
Records Management Officer, NFAC
Chief of Support, DDS&T
Director, Office of Data Processing
Chief, Legislation Division, OGC

STAT FROM:
Office of General Counsel

SUBJECT: Paperwork Reduction Act of 1980

REFERENCE: Memo to Above Addressees; dtd 30 Jun 81;
Subj: Analysis of the Paperwork Reduction
Act of 1980 (OGC 81-05486)

1. On 30 June 1981, the General Counsel issued an opinion on the effect of the Paperwork Reduction Act of 1980 upon the Agency. Since that time, I am informed that there has been some confusion as to why the addressees of the opinion were chosen to receive it.

2. The opinion's addressees were chosen since it was determined that they head the Agency components which will be primarily affected by the Act. To wit, while the Agency is generally exempt from the Act, there are some provisions of the Act, in particular Section 3506, from which the Agency is not exempt and from which the Office of Management and Budget (OMB) has no power to exempt the Agency. These provisions generally are in the area of information management and information management systems. Since it was determined that the components headed by the opinion's addressees are involved in such activities, the opinion was addressed to them.

3. If you have any questions as to how and why your component is affected, I suggest that you review the opinion again, particularly Part V thereof, with a view toward those information management systems over which you have jurisdiction. In this regard, you may wish to assign the matter to the person in your office responsible for information management. You should also feel free to contact me on extension .

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4. Part V of the opinion also requested that each addressee provide information on its regulations, policies and procedures which might be said to meet the duties imposed on the Agency by Section 3506. To date, several components have responded. If your component has not responded, I ask that you do so in a timely fashion. The responses will not be provided to OMB. They will be used by this Office, the Comptroller and the office of the Deputy Director for Administration to determine how the Agency can best meet its obligations under the Act.

5. Your cooperation is most appreciated. Again, should you have any questions, please do not hesitate to call me.

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cc: